

# Auditing Procedures Report

Issued under P.A. 2 of 1968, as amended.

Local Government Type <input type="checkbox"/> City <input checked="" type="checkbox"/> Township <input type="checkbox"/> Village <input type="checkbox"/> Other		Local Government Name <b>Township of Ross</b>	County <b>Kalamazoo</b>
Audit Date <b>3/31/04</b>	Opinion Date <b>5/20/04</b>	Date Accountant Report Submitted to State: <b>7/19/04</b>	

We have audited the financial statements of this local unit of government and rendered an opinion on financial statements prepared in accordance with the Statements of the Governmental Accounting Standards Board (GASB) and the *Uniform Reporting Format for Financial Statements for Counties and Local Units of Government in Michigan* by the Michigan Department of Treasury.

We affirm that:


1. We have complied with the *Bulletin for the Audits of Local Units of Government in Michigan* as revised.
2. We are certified public accountants registered to practice in Michigan.

We further affirm the following. "Yes" responses have been disclosed in the financial statements, including the notes, or in the report of comments and recommendations

You must check the applicable box for each item below.

- ☐ Yes ☒ No 1. Certain component units/funds/agencies of the local unit are excluded from the financial statements.
- ☐ Yes ☒ No 2. There are accumulated deficits in one or more of this unit's unreserved fund balances/retained earnings (P.A. 275 of 1980).
- ☒ Yes ☐ No 3. There are instances of non-compliance with the Uniform Accounting and Budgeting Act (P.A. 2 of 1968, as amended).
- ☐ Yes ☒ No 4. The local unit has violated the conditions of either an order issued under the Municipal Finance Act or its requirements, or an order issued under the Emergency Municipal Loan Act.
- ☐ Yes ☒ No 5. The local unit holds deposits/investments which do not comply with statutory requirements. (P.A. 20 of 1943, as amended [MCL 129.91], or P.A. 55 of 1982, as amended [MCL 38.1132]).
- ☐ Yes ☒ No 6. The local unit has been delinquent in distributing tax revenues that were collected for another taxing unit.
- ☐ Yes ☒ No 7. The local unit has violated the Constitutional requirement (Article 9, Section 24) to fund current year earned pension benefits (normal costs) in the current year. If the plan is more than 100% funded and the overfunding credits are more than the normal cost requirement, no contributions are due (paid during the year).
- ☐ Yes ☒ No 8. The local unit uses credit cards and has not adopted an applicable policy as required by P.A. 266 of 1995 (MCL 129.241).
- ☐ Yes ☒ No 9. The local unit has not adopted an investment policy as required by P.A. 196 of 1997 (MCL 129.95).

We have enclosed the following:	Enclosed	To Be Forwarded	Not Required
The letter of comments and recommendations.			✓
Reports on individual federal financial assistance programs (program audits).			✓
Single Audit Reports (ASLGU).			✓

Certified Public Accountant (Firm Name) <b>Siegfried Crandall PC</b>			
Street Address <b>246 East Kilgore Road</b>		City <b>Kalamazoo</b>	State <b>MI</b>
Accountant Signature 		ZIP <b>49002-5599</b>	
		Date	

*Township of Ross, Kalamazoo County, Michigan*  
**FINANCIAL STATEMENTS AND  
INDEPENDENT AUDITORS' REPORT**  
*Year ended March 31, 2004*

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**INDEPENDENT AUDITORS' REPORT**

**Township Board  
Township of Woodland, Michigan**

We have audited the accompanying general purpose financial statements of the Township of Woodland, Michigan, as of March 31, 2004, and for the year then ended, as listed in the contents. These general purpose financial statements are the responsibility of the Township of Woodland's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with U.S. generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Township of Woodland, Michigan, as of March 31, 2004, and the results of its operations for the year then ended in conformity with U.S. generally accepted accounting principles.

Our audit was made for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The individual fund financial statements, as listed in the contents, are presented for purposes of additional analysis and are not a required part of the general purpose financial statements of the Township of Woodland, Michigan. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly stated in all material respects in relation to the general purpose financial statements taken as a whole.

*Siegfried Crandall P.C.*

**May 14, 2004**

## **GENERAL PURPOSE FINANCIAL STATEMENTS**

**Township of Ross****COMBINED BALANCE SHEET - all fund types and account group**

March 31, 2004

		<i>Governmental fund types</i>		
		<i>General</i>	<i>Special revenue</i>	<i>Debt Service</i>
<b>ASSETS</b>				
Cash		\$ 483,901	\$ 303,189	\$ -
Receivables:				
Taxes		9,606	4,255	-
Special assessments		-	1,274	368,400
Due from other funds		385	3,738	-
Due from other governmental units		37,926	-	-
Fixed assets		-	-	-
TOTAL ASSETS		<u>\$ 531,818</u>	<u>\$ 312,456</u>	<u>\$ 368,400</u>
<b>LIABILITIES AND FUND EQUITY</b>				
LIABILITIES:				
Accounts payable		\$ 3,595	\$ 32	\$ -
Due to other funds		3,738	-	-
Due to other governmental units		-	-	-
Due to others		-	-	-
Deferred revenue		-	-	368,400
Total liabilities		<u>7,333</u>	<u>32</u>	<u>368,400</u>
FUND EQUITY:				
Investment in general fixed assets		-	-	-
Fund balance:				
Reserved for drug enforcement		881	-	-
Unreserved, undesignated		523,604	312,424	-
Total fund equity		<u>524,485</u>	<u>312,424</u>	<u>-</u>
TOTAL LIABILITIES AND FUND EQUITY		<u>\$ 531,818</u>	<u>\$ 312,456</u>	<u>\$ 368,400</u>

<i>Fiduciary fund type</i>	<i>Account group</i>	<i>Totals (memorandum only)</i>	
<i>Agency</i>	<i>General fixed assets</i>	<i>2004</i>	<i>2003</i>
\$ 1,132	\$ -	\$ 788,222	\$ 732,053
-	-	13,861	16,000
-	-	369,674	1,125
-	-	4,123	4,104
-	-	37,926	45,257
-	1,149,685	1,149,685	1,178,493
<u>\$ 1,132</u>	<u>\$ 1,149,685</u>	<u>\$ 2,363,491</u>	<u>\$ 1,977,032</u>
\$ -	\$ -	\$ 3,627	\$ 4,883
385	-	4,123	4,104
534	-	534	1,970
213	-	213	-
-	-	368,400	-
<u>1,132</u>	<u>-</u>	<u>376,897</u>	<u>10,957</u>
-	1,149,685	1,149,685	1,178,493
-	-	881	881
-	-	836,028	786,701
-	1,149,685	1,986,594	1,966,075
<u>\$ 1,132</u>	<u>\$ 1,149,685</u>	<u>\$ 2,363,491</u>	<u>\$ 1,977,032</u>

See notes to financial statements

**Township of Ross****COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES  
IN FUND BALANCES - all governmental fund types**

Year ended March 31, 2004

	<i>General</i>	<i>Special revenue</i>	<i>Totals (memorandum only)</i>	
			<i>2004</i>	<i>2003</i>
REVENUES:				
Taxes	\$ 214,357	\$ 99,811	\$ 314,168	\$ 298,269
Licenses and permits	46,610	-	46,610	37,762
State grants	286,900	570	287,470	313,394
Charges for services	43,344	6,015	49,359	44,515
Interest	6,056	1,995	8,051	6,579
Fines and forfeitures	6,875	-	6,875	21,876
Other	13,778	30,892	44,670	41,777
Total revenues	<u>617,920</u>	<u>139,283</u>	<u>757,203</u>	<u>764,172</u>
EXPENDITURES:				
Legislative	18,380	-	18,380	4,700
General government	300,922	4,149	305,071	354,398
Public safety	160,067	72,389	232,456	183,461
Public works	65,069	26,043	91,112	44,365
Community and economic development	13,335	-	13,335	-
Recreation and culture	15,756	-	15,756	11,093
Capital outlay	25,689	6,077	31,766	55,881
Total expenditures	<u>599,218</u>	<u>108,658</u>	<u>707,876</u>	<u>653,898</u>
EXCESS OF REVENUES OVER EXPENDITURES	<u>18,702</u>	<u>30,625</u>	<u>49,327</u>	<u>110,274</u>
OTHER FINANCING SOURCES (USES):				
Transfers in	-	-	-	881
Transfers out	-	-	-	(881)
Total other financing sources	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
EXCESS OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES	<u>18,702</u>	<u>30,625</u>	<u>49,327</u>	<u>110,274</u>
FUND BALANCE - BEGINNING OF YEAR	<u>505,783</u>	<u>281,799</u>	<u>787,582</u>	<u>677,308</u>
FUND BALANCE - END OF YEAR	<u>\$ 524,485</u>	<u>\$ 312,424</u>	<u>\$ 836,909</u>	<u>\$ 787,582</u>

See notes to financial statements



**Township of Ross****COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND  
BALANCES - BUDGET AND ACTUAL - *general and special revenue funds****Year ended March 31, 2004*

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	<i>General</i>		
	<i>Budget</i>	<i>Actual</i>	<i>Variance favorable (unfavorable)</i>
REVENUES:			
Taxes	\$ 208,330	\$ 214,357	\$ 6,027
Licenses and permits	50,000	46,610	(3,390)
State grants	316,700	286,900	(29,800)
Charges for services	26,200	43,344	17,144
Interest	4,000	6,056	2,056
Fines and forfeitures	4,000	6,875	2,875
Other	11,100	13,778	2,678
Total revenues	620,330	617,920	(2,410)
EXPENDITURES:			
Legislative	20,844	18,380	2,464
General government	322,240	300,922	21,318
Public safety	163,966	160,067	3,899
Public works	106,400	65,069	41,331
Community and economic development	20,800	13,335	7,465
Recreation and culture	14,450	15,756	(1,306)
Capital outlay	33,000	25,689	7,311
Total expenditures	681,700	599,218	82,482
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(61,370)	18,702	80,072
FUND BALANCE - BEGINNING OF YEAR	505,783	505,783	-
FUND BALANCE - END OF YEAR	\$ 444,413	\$ 524,485	\$ 80,072

<i>Special revenue</i>			<i>Totals (memorandum only)</i>		
<i>Budget</i>	<i>Actual</i>	<i>Variance favorable (unfavorable)</i>	<i>Budget</i>	<i>Actual</i>	<i>Variance favorable (unfavorable)</i>
\$ 96,500	\$ 99,811	\$ 3,311	\$ 304,830	\$ 314,168	\$ 9,338
-	-	-	50,000	46,610	(3,390)
-	570	570	316,700	287,470	(29,230)
6,000	6,015	15	32,200	49,359	17,159
2,800	1,995	(805)	6,800	8,051	1,251
-	-	-	4,000	6,875	2,875
<u>27,495</u>	<u>30,892</u>	<u>3,397</u>	<u>38,595</u>	<u>44,670</u>	<u>6,075</u>
<u>132,795</u>	<u>139,283</u>	<u>6,488</u>	<u>753,125</u>	<u>757,203</u>	<u>4,078</u>
-	-	-	20,844	18,380	2,464
23,300	4,149	19,151	345,540	305,071	40,469
82,750	72,389	10,361	246,716	232,456	14,260
27,255	26,043	1,212	133,655	91,112	42,543
-	-	-	20,800	13,335	7,465
-	-	-	14,450	15,756	(1,306)
<u>23,000</u>	<u>6,077</u>	<u>16,923</u>	<u>56,000</u>	<u>31,766</u>	<u>24,234</u>
<u>156,305</u>	<u>108,658</u>	<u>47,647</u>	<u>838,005</u>	<u>707,876</u>	<u>130,129</u>
(23,510)	30,625	54,135	(84,880)	49,327	134,207
<u>281,799</u>	<u>281,799</u>	<u>-</u>	<u>787,582</u>	<u>787,582</u>	<u>-</u>
<u>\$ 258,289</u>	<u>\$ 312,424</u>	<u>\$ 54,135</u>	<u>\$ 702,702</u>	<u>\$ 836,909</u>	<u>\$ 134,207</u>

See notes to financial statements

**Township of Ross**  
**NOTES TO FINANCIAL STATEMENTS**

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**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:**

The accounting policies of the Township of Ross, Michigan (the Township), conform to U.S. generally accepted accounting principles (hereinafter referred to as generally accepted accounting principles) as applicable to governments. The following is a summary of the more significant accounting policies:

*a) Reporting entity:*

In accordance with generally accepted accounting principles and Governmental Accounting Standards Board (GASB) Statement No. 14, *The Financial Reporting Entity*, these financial statements present the Township, or primary government. The criteria established by the GASB for determining the reporting entity includes oversight responsibility, fiscal dependency, and whether the financial statements would be misleading if data were not included. The Township has determined that no other outside agency meets the above criteria and, therefore, no other agency has been included as a blended or discretely-presented component unit in the Township's financial statements.

*b) Basis of presentation:*

The accounts of the Township are organized on the basis of funds and an account group, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures or expenses, as appropriate. Government resources are allocated to, and accounted for in, individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled. The financial activities of the Township are recorded in the separate funds and account group, categorized, and described as follows:

*i) Governmental funds:*

General Fund - this fund is used to account for all financial transactions not accounted for in another fund, including the general operating expenditures of the local unit. Revenues are derived primarily from property taxes and state and federal distributions, grants, and other intergovernmental revenues.

Special revenue funds - these funds are used to account for specific governmental revenue (other than expendable trusts or major capital projects) requiring separate accounting because of legal or regulatory provisions or administrative action.

Debt Service Fund - is used to account for the accumulation of resources restricted for, and the payment of, general long-term debt principal, interest, and related costs.

*ii) Fiduciary fund:*

Agency funds - these funds are used to account for assets held by the Township as an agent for individuals, private organizations, other governments, and/or other funds. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

**Township of Ross**  
**NOTES TO FINANCIAL STATEMENTS (*Continued*)**

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NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (*Continued*):

*b) Basis of presentation (continued):*

*iii) Account group:*

General fixed assets account group - this account group presents the fixed assets of the Township utilized in its general operations (non-proprietary fixed assets).

*c) Basis of accounting:*

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements.

All governmental and fiduciary fund types are accounted for using the modified accrual basis of accounting. Their revenues are recognized when they become measurable and available as net current assets.

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred.

*d) Budgets and budgetary accounting:*

The Township follows the procedures in establishing the budgetary data reflected in the financial statements in accordance with the Uniform Budgeting and Accounting Act (Act No. 621, Public Acts of 1978) as prescribed by the State of Michigan.

Budgets for the general and special revenue funds are adopted to the function level and are on a basis consistent with generally accepted accounting principles.

*e) Fixed assets:*

Fixed assets used in governmental fund type operations (general fixed assets) are accounted for in the general fixed assets account group, rather than in governmental funds. Public domain ("infra-structure") general fixed assets consisting of certain improvements other than buildings, including roads, bridges, curbs and gutters, streets and sidewalks, drainage systems, and lighting systems, are not capitalized along with other general fixed assets. No depreciation has been provided on general fixed assets.

All fixed assets are valued at historical cost or estimated historical cost if actual historical cost is not available. Donated fixed assets are valued at their estimated fair value on the date donated.

This account group is not a fund. It is concerned only with the measurement of financial position and is not involved with measurement of results of operations.

*f) Property tax revenue recognition:*

Property tax revenue is recognized in the year for which taxes have been levied and become available. Property taxes are levied December 1 on property values assessed as of December 31 of the prior year. The billings are due February 14 (or 75 days after the levy date), at which time the bill becomes delinquent and penalties and interest may be assessed by the Township. The Township considers property taxes levied December 1 to be revenue of the current period.

**Township of Ross**  
**NOTES TO FINANCIAL STATEMENTS (Continued)**

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**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued):**

*g) Totals (memorandum only):*

The total column on the combined statements is captioned "memorandum only" to indicate it is prepared only to facilitate financial analysis. Data in this column does not present financial position, results of operation, or changes in financial position in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation as interfund eliminations have not been made.

*h) Comparative data:*

Comparative data for the prior year has been presented in the financial statements in order to provide an understanding of changes in the Township's financial position and results of operations. However, comparative data (i.e. presentation of prior year's totals by fund type) has not been presented in each of the statements because their inclusion would make the statements unduly complex and difficult to read.

**NOTE 2 - CASH:**

*a) Deposits:*

Deposits are carried at cost and are maintained at various financial institutions in the name of the Township Treasurer. Michigan Compiled Laws, Section 129.91, authorizes the Township to deposit and invest in the accounts of federally-insured banks, credit unions, and savings and loan associations. The Township's deposits are in accordance with statutory authority. At March 31, 2004, the Township has deposits with a carrying amount of \$788,222 and a bank balance of \$817,575. Of the bank balance, \$115,130 is covered by federal depository insurance and \$702,445 is uninsured.

**NOTE 3 - INVESTMENT IN GENERAL FIXED ASSETS:**

A summary of changes in fixed assets follows:

	<i>Balance April <u>1, 2003</u></i>	<i><u>Additions</u></i>	<i><u>Removals</u></i>	<i>Balance March <u>31, 2004</u></i>
Township hall and improvements	\$ 158,829	\$ -	\$ -	\$ 158,829
Park, land, buildings, and equipment	159,454	-	-	159,454
Cemetery land, improvements, and equipment	41,252	-	-	41,252
Fire trucks and equipment	669,690	-	10,000	659,690
Police cars and equipment	45,022	-	18,808	26,214
Marine and equipment	19,410	-	-	19,410
Office furniture and equipment	<u>84,836</u>	<u>-</u>	<u>-</u>	<u>84,836</u>
<b>INVESTMENTS IN GENERAL FIXED ASSETS</b>	<b><u>\$1,178,493</u></b>	<b><u>\$ -</u></b>	<b><u>\$28,808</u></b>	<b><u>\$1,149,685</u></b>

**Township of Ross**  
**NOTES TO FINANCIAL STATEMENTS (Continued)**

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**NOTE 4 - DEFINED CONTRIBUTION PENSION PLAN:**

The Township provides pension benefits for substantially all of its full-time employees through a defined contribution plan. In a defined contribution plan, benefits depend solely on amounts contributed to the plan, plus investment earnings. Michigan State Statute assigns the authority to establish and amend benefit provisions to the Township Board of Trustees. Employees are eligible to participate on the first day of the month coincident with, or immediately following, their date of employment. The Township contributes 10% of the participating employee's annual compensation to the plan. The Township's contributions are fully vested from the first day of the plan. The Township is not a trustee of the plan, nor is the Township responsible for investment management of plan assets.

The Township made the required contribution of \$15,030.

**NOTE 5 - INTERFUND RECEIVABLES AND PAYABLES:**

The amounts of interfund receivables and payables are as follows:

<u>Fund</u>	<u>Interfund receivables</u>	<u>Fund</u>	<u>Interfund payables</u>
General	\$ 385	Tax	\$ 385
Fire	<u>3,738</u>	General	<u>3,738</u>
	<u>\$4,123</u>		<u>\$4,123</u>

**NOTE 6 - EXCESS OF EXPENDITURES OVER APPROPRIATIONS IN BUDGETARY FUNDS:**

P.A. 621 of 1978, Section 18(1), as amended, provides that a local unit shall not incur expenditures in excess of the amount appropriated.

In the body of the financial statements, the Township's actual expenditures and budgeted expenditures for the budgetary funds have been shown on a functional basis. The approved budgets of the Township for the general and special revenue funds were adopted to the function level.

During the year ended March 31, 2004, the Township incurred expenditures in excess of the amount appropriated as follows:

<u>Fund</u>	<u>Function/activity</u>	<u>Total appropriation</u>	<u>Total expenditures</u>	<u>Budget variance</u>
General	Parks and recreation	\$14,450	\$15,756	\$1,306

**Township of Ross**  
**NOTES TO FINANCIAL STATEMENTS (Continued)**

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**NOTE 7 - CLAIMS ARISING FROM RISKS OF LOSS:**

The Township is exposed to various risks of loss related to property loss, torts, errors and omissions, and employee injuries (workers' compensation). The Township has purchased commercial insurance for each of these claims and is neither self-insured nor participates in a shared risk pool. Settled claims relating to commercial insurance have not exceeded the amount of insurance coverage in any of the past three fiscal years.

**NOTE 8 - CONSTRUCTION CODE ACT:**

A summary of construction code enforcement transactions for the year ended March 31, 2004, is as follows:

Revenues	\$46,610
Expenditures	<u>49,044</u>
Deficiency of revenues over expenditures	<u>\$ (2,434)</u>

## **SUPPLEMENTARY INFORMATION**



**Township of Ross****STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND  
BALANCE - BUDGET AND ACTUAL - General Fund***Year ended March 31, 2004*

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	<u>Budget</u>	<u>Actual</u>	<u>Variance favorable (unfavorable)</u>
REVENUES:			
Taxes:			
Property taxes	\$ 150,300	\$ 150,856	\$ 556
Tax collection fees	58,030	62,355	4,325
Penalties	-	1,146	1,146
Total taxes	<u>208,330</u>	<u>214,357</u>	<u>6,027</u>
Licenses and permits	<u>50,000</u>	<u>46,610</u>	<u>(3,390)</u>
State grants:			
State shared revenue	310,000	279,878	(30,122)
Metro authority	-	1,081	1,081
Liquor licenses	<u>6,700</u>	<u>5,941</u>	<u>(759)</u>
Total state grants	<u>316,700</u>	<u>286,900</u>	<u>(29,800)</u>
Charges for services:			
Park and landfill fees	14,200	12,010	(2,190)
Zoning and appeal fees	6,500	15,140	8,640
Cemetery	4,600	13,160	8,560
Other auxiliary services	<u>900</u>	<u>3,034</u>	<u>2,134</u>
Total charges for services	<u>26,200</u>	<u>43,344</u>	<u>17,144</u>
Interest	<u>4,000</u>	<u>6,056</u>	<u>2,056</u>
Fines and forfeitures	<u>4,000</u>	<u>6,875</u>	<u>2,875</u>
Other	<u>11,100</u>	<u>13,778</u>	<u>2,678</u>
Total revenues	<u>620,330</u>	<u>617,920</u>	<u>(2,410)</u>

**Township of Ross****STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND  
BALANCE - BUDGET AND ACTUAL - General Fund (Continued)***Year ended March 31, 2004*

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	<u>Budget</u>	<u>Actual</u>	<u>Variance favorable (unfavorable)</u>
EXPENDITURES:			
Legislative - Township Board	<u>\$ 20,844</u>	<u>\$ 18,380</u>	<u>\$ 2,464</u>
General government:			
Township supervisor	36,000	34,621	1,379
Township hall	64,100	54,707	9,393
Township clerk	35,700	35,412	288
Board of Review	1,900	1,064	836
Township treasurer	38,500	39,371	(871)
Township elections	200	174	26
Insurance, bonds, and fringes	73,200	57,682	15,518
Cemetery	9,500	13,976	(4,476)
Assessing	20,640	21,783	(1,143)
Engineering	7,000	10,039	(3,039)
Professional services	<u>35,500</u>	<u>32,093</u>	<u>3,407</u>
Total general government	<u>322,240</u>	<u>300,922</u>	<u>21,318</u>
Public safety:			
Ambulance services	6,200	6,200	-
Police	107,866	107,802	64
Building inspections	<u>49,900</u>	<u>46,065</u>	<u>3,835</u>
Total public safety	<u>163,966</u>	<u>160,067</u>	<u>3,899</u>
Public works:			
Street lighting	3,400	3,588	(188)
Road maintenance	<u>103,000</u>	<u>61,481</u>	<u>41,519</u>
Total public works	<u>106,400</u>	<u>65,069</u>	<u>41,331</u>
Community and economic development - planning and zoning	<u>20,800</u>	<u>13,335</u>	<u>7,465</u>
Recreation and culture - parks and recreation	<u>14,450</u>	<u>15,756</u>	<u>(1,306)</u>

***Township of Ross***

**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND  
BALANCE - BUDGET AND ACTUAL - *General Fund (Continued)***

*Year ended March 31, 2004*

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	<u>Budget</u>	<u>Actual</u>	<u>Variance favorable (unfavorable)</u>
EXPENDITURES <i>(continued)</i> :			
Capital outlay	<u>\$     33,000</u>	<u>\$     25,689</u>	<u>\$      7,311</u>
Total expenditures	<u>     681,700</u>	<u>     599,218</u>	<u>      82,482</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(61,370)	18,702	80,072
FUND BALANCE - BEGINNING OF YEAR	<u>     505,783</u>	<u>     505,783</u>	<u>          -</u>
FUND BALANCE - END OF YEAR	<u><u>\$    444,413</u></u>	<u><u>\$    524,485</u></u>	<u><u>\$     80,072</u></u>

**Township of Ross**  
**COMBINING BALANCE SHEET - special revenue funds**  
March 31, 2004

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	<u>Fire</u>	<u>Cemetery</u>	<u>Street Lighting</u>
ASSETS			
Cash	\$ 231,953	\$ 36,037	\$ 720
Receivables:			
Taxes	4,255	-	-
Special assessments	-	-	-
Due from other funds	<u>3,738</u>	<u>-</u>	<u>-</u>
TOTAL ASSETS	<u>\$ 239,946</u>	<u>\$ 36,037</u>	<u>\$ 720</u>
LIABILITIES AND FUND EQUITY			
LIABILITIES:			
Accounts payable	\$ 32	\$ -	\$ -
FUND EQUITY:			
Fund balance - unreserved, undesignated	<u>239,914</u>	<u>36,037</u>	<u>720</u>
TOTAL LIABILITIES AND FUND EQUITY	<u>\$ 239,946</u>	<u>\$ 36,037</u>	<u>\$ 720</u>

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	<i>Y-Center</i>	<i>Sherman</i>	<i>Totals</i>	
<u><i>Lighting</i></u>	<u><i>Street</i></u>	<u><i>Lake</i></u>	<u><i>2004</i></u>	<u><i>2003</i></u>
<u><i>Light</i></u>	<u><i>Weed</i></u>			
\$ 16,976	\$ 28	\$ 17,475	\$ 303,189	\$ 271,757
-	-	-	4,255	5,196
374	-	900	1,274	1,125
<u>-</u>	<u>-</u>	<u>-</u>	<u>3,738</u>	<u>3,738</u>
<u>\$ 17,350</u>	<u>\$ 28</u>	<u>\$ 18,375</u>	<u>\$ 312,456</u>	<u>\$ 281,816</u>
\$ -	\$ -	\$ -	\$ 32	\$ 17
<u>17,350</u>	<u>28</u>	<u>18,375</u>	<u>312,424</u>	<u>281,799</u>
<u>\$ 17,350</u>	<u>\$ 28</u>	<u>\$ 18,375</u>	<u>\$ 312,456</u>	<u>\$ 281,816</u>

**Township of Ross****COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES  
IN FUND BALANCES - *special revenue funds****Year ended March 31, 2004*

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	<i>Fire</i>	<i>Cemetery</i>	<i>Street Lighting</i>
REVENUES:			
Taxes	\$ 99,811	\$ -	\$ -
State grants	570	-	-
Charges for services	3,015	3,000	-
Interest	1,995	-	-
Other	<u>2,046</u>	<u>349</u>	<u>1,080</u>
Total revenues	<u>107,437</u>	<u>3,349</u>	<u>1,080</u>
EXPENDITURES:			
General government	-	4,149	-
Public safety	72,389	-	-
Public works	-	-	360
Capital outlay	<u>6,077</u>	<u>-</u>	<u>-</u>
Total expenditures	<u>78,466</u>	<u>4,149</u>	<u>360</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	28,971	(800)	720
OTHER FINANCING USES:			
Transfer out	<u>-</u>	<u>-</u>	<u>-</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES AND OTHER USES	28,971	(800)	720
FUND BALANCE - BEGINNING OF YEAR	<u>210,943</u>	<u>36,837</u>	<u>-</u>
FUND BALANCE - END OF YEAR	<u>\$ 239,914</u>	<u>\$ 36,037</u>	<u>\$ 720</u>

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	<i>Y-Center</i>	<i>Sherman</i>	<i>Totals</i>	
<i>Lighting</i>	<i>Street</i>	<i>Lake</i>		
	<i>Light</i>	<i>Weed</i>	<i>2004</i>	<i>2003</i>
\$ -	\$ -	\$ -	\$ 99,811	\$ 96,951
-	-	-	570	-
-	-	-	6,015	3,750
-	-	-	1,995	3,030
<u>9,042</u>	<u>-</u>	<u>18,375</u>	<u>30,892</u>	<u>29,140</u>
<u>9,042</u>	<u>-</u>	<u>18,375</u>	<u>139,283</u>	<u>132,871</u>
-	-	-	4,149	744
-	-	-	72,389	71,667
7,188	120	18,375	26,043	7,560
<u>-</u>	<u>-</u>	<u>-</u>	<u>6,077</u>	<u>51,719</u>
<u>7,188</u>	<u>120</u>	<u>18,375</u>	<u>108,658</u>	<u>131,690</u>
1,854	(120)	-	30,625	1,181
<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(881)</u>
1,854	(120)	-	30,625	300
<u>15,496</u>	<u>148</u>	<u>18,375</u>	<u>281,799</u>	<u>281,499</u>
<u>\$ 17,350</u>	<u>\$ 28</u>	<u>\$ 18,375</u>	<u>\$ 312,424</u>	<u>\$ 281,799</u>

**Township of Ross****STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN  
FUND BALANCE - BUDGET AND ACTUAL - Fire Fund***Year ended March 31, 2004*

	<u>Budget</u>	<u>Actual</u>	<u>Variance favorable (unfavorable)</u>
REVENUES:			
Taxes and penalties	\$ 96,500	\$ 99,811	\$ 3,311
State grants	-	570	570
Charges for services	3,000	3,015	15
Interest	2,000	1,995	(5)
Other	-	2,046	2,046
Total revenues	<u>101,500</u>	<u>107,437</u>	<u>5,937</u>
EXPENDITURES:			
Public safety:			
Wages	39,000	39,427	(427)
Payroll taxes	3,000	3,032	(32)
Supplies	2,000	1,900	100
Contractual services	2,500	1,832	668
Telephone	750	507	243
Insurance	13,000	12,394	606
Utilities	2,000	1,837	163
Repairs and maintenance	15,500	9,330	6,170
Miscellaneous and training	5,000	2,130	2,870
Total public safety	82,750	72,389	10,361
Capital outlay	<u>23,000</u>	<u>6,077</u>	<u>16,923</u>
Total expenditures	<u>105,750</u>	<u>78,466</u>	<u>27,284</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(4,250)	28,971	33,221
FUND BALANCE - BEGINNING OF YEAR	<u>210,943</u>	<u>210,943</u>	<u>-</u>
FUND BALANCE - END OF YEAR	<u>\$ 206,693</u>	<u>\$ 239,914</u>	<u>\$ 33,221</u>



**Township of Ross****STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN  
FUND BALANCE - BUDGET AND ACTUAL - Cemetery Fund***Year ended March 31, 2004*

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	<u>Budget</u>	<u>Actual</u>	<u>Variance favorable (unfavorable)</u>
REVENUES:			
Charges for services	\$ 3,000	\$ 3,000	\$ -
Interest	<u>800</u>	<u>349</u>	<u>(451)</u>
Total revenues	3,800	3,349	(451)
EXPENDITURES:			
General government	<u>23,300</u>	<u>4,149</u>	<u>19,151</u>
DEFICIENCY OF REVENUES OVER EXPENDITURES	(19,500)	(800)	18,700
FUND BALANCE - BEGINNING OF YEAR	<u>36,837</u>	<u>36,837</u>	<u>-</u>
FUND BALANCE - END OF YEAR	<u>\$ 17,337</u>	<u>\$ 36,037</u>	<u>\$ 18,700</u>

***Township of Ross***

**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND  
BALANCE - BUDGET AND ACTUAL - *Street Lighting Fund***

*Year ended March 31, 2004*

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	<u>Budget</u>	<u>Actual</u>	<u>Variance favorable (unfavorable)</u>
REVENUES:			
Other	\$ 360	\$ 1,080	\$ 720
EXPENDITURES:			
Public works	<u>360</u>	<u>360</u>	<u>-</u>
EXCESS OF REVENUES OVER EXPENDITURES	-	720	720
FUND BALANCE - BEGINNING OF YEAR	<u>-</u>	<u>-</u>	<u>-</u>
FUND BALANCE - END OF YEAR	<u>\$ -</u>	<u>\$ 720</u>	<u>\$ 720</u>

**Township of Ross****STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN  
FUND BALANCE - BUDGET AND ACTUAL - *Lighting Fund****Year ended March 31, 2004*

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	<u>Budget</u>	<u>Actual</u>	<u>Variance favorable (unfavorable)</u>
REVENUES:			
Other	\$ 8,400	\$ 9,042	\$ 642
EXPENDITURES:			
Public works	<u>8,400</u>	<u>7,188</u>	<u>1,212</u>
EXCESS OF REVENUES OVER EXPENDITURES	-	1,854	1,854
FUND BALANCE - BEGINNING OF YEAR	<u>15,496</u>	<u>15,496</u>	<u>-</u>
FUND BALANCE - END OF YEAR	<u>\$ 15,496</u>	<u>\$ 17,350</u>	<u>\$ 1,854</u>

***Township of Ross***

**STATEMENT OF EXPENDITURES AND CHANGES IN FUND BALANCE -**

**BUDGET AND ACTUAL - Y-Center Street Light Fund**

*Year ended March 31, 2004*

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	<u>Budget</u>	<u>Actual</u>	<u>Variance favorable (unfavorable)</u>
REVENUES:			
Other	\$ 360	\$ -	\$ (360)
EXPENDITURES:			
Public works	<u>120</u>	<u>120</u>	<u>-</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	240	(120)	(360)
FUND BALANCE - BEGINNING OF YEAR	<u>148</u>	<u>148</u>	<u>-</u>
FUND BALANCE - END OF YEAR	<u>\$ 388</u>	<u>\$ 28</u>	<u>\$ (360)</u>

***Township of Ross***

**STATEMENT OF REVENUES AND CHANGES IN FUND BALANCE -**

**BUDGET AND ACTUAL - *Sherman Lake Weed Fund***

*Year ended March 31, 2004*

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	<u>Budget</u>	<u>Actual</u>	<u>Variance favorable (unfavorable)</u>
REVENUES:			
Other	\$ 18,375	\$ 18,375	\$ -
EXPENDITURES:			
Public works	<u>18,375</u>	<u>18,375</u>	<u>-</u>
EXCESS OF REVENUES OVER EXPENDITURES	-	-	-
FUND BALANCE - BEGINNING OF YEAR	<u>18,375</u>	<u>18,375</u>	<u>-</u>
FUND BALANCE - END OF YEAR	<u>\$ 18,375</u>	<u>\$ 18,375</u>	<u>\$ -</u>

**Township of Ross**  
**COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES -**  
**all agency funds**  
Year ended March 31, 2004

	<u>Balance April 1, 2003</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance March 31, 2004</u>
<b>TAX COLLECTION FUND</b>				
<b>ASSETS</b>				
Cash	<u>\$ 153</u>	<u>\$ 5,270,750</u>	<u>\$ 5,270,518</u>	<u>\$ 385</u>
<b>LIABILITIES</b>				
Due to other funds	\$ 153	\$ 327,583	\$ 327,351	\$ 385
Due to other governmental units	-	4,925,021	4,925,021	-
Due to others	<u>-</u>	<u>18,146</u>	<u>18,146</u>	<u>-</u>
<b>TOTAL LIABILITIES</b>	<u><u>\$ 153</u></u>	<u><u>\$ 5,270,750</u></u>	<u><u>\$ 5,270,518</u></u>	<u><u>\$ 385</u></u>
<b>TRUST AND AGENCY FUND</b>				
<b>ASSETS</b>				
Cash	<u>\$ 2,183</u>	<u>\$ 128,237</u>	<u>\$ 129,673</u>	<u>\$ 747</u>
<b>LIABILITIES</b>				
Due to other funds	\$ 213	\$ 22,966	\$ 23,179	\$ -
Due to other governmental units	1,970	99,532	100,968	534
Due to others	<u>-</u>	<u>5,739</u>	<u>5,526</u>	<u>213</u>
<b>TOTAL LIABILITIES</b>	<u><u>\$ 2,183</u></u>	<u><u>\$ 128,237</u></u>	<u><u>\$ 129,673</u></u>	<u><u>\$ 747</u></u>
<b>TOTAL - ALL AGENCY FUNDS</b>				
<b>ASSETS</b>				
Cash	<u>\$ 2,336</u>	<u>\$ 5,398,987</u>	<u>\$ 5,400,191</u>	<u>\$ 1,132</u>
<b>LIABILITIES</b>				
Due to other funds	\$ 366	\$ 350,549	\$ 350,530	\$ 385
Due to other governmental units	1,970	5,024,553	5,025,989	534
Due to others	<u>-</u>	<u>23,885</u>	<u>23,672</u>	<u>213</u>
<b>TOTAL LIABILITIES</b>	<u><u>\$ 2,336</u></u>	<u><u>\$ 5,398,987</u></u>	<u><u>\$ 5,400,191</u></u>	<u><u>\$ 1,132</u></u>